



# CITY OF TITUSVILLE

*"Birthplace of the Oil Industry"*

107 North Franklin Street • Titusville, PA 16354

Building Inspector • (814) 827-5300 Ext. 313

## Rental License/Inspection Application

DATE: \_\_\_\_\_

RENTAL ADDRESS: \_\_\_\_\_

OWNER/LANDLORD NAME \_\_\_\_\_ PHONE# \_\_\_\_\_

OWNER/LANDLORD ADDRESS \_\_\_\_\_

25 MILES? \_\_\_\_\_ EMAIL: \_\_\_\_\_

PROPERTY OPERATOR? \_\_\_\_\_ NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_

# OF UNITS \_\_\_\_\_ ZONING \_\_\_\_\_

Are any of the units subsidized by any public agency? \_\_\_\_\_ If yes, Agency? \_\_\_\_\_

Does the owner have any Municipal Liens? \_\_\_\_\_ City Clerk Sign. \_\_\_\_\_

1. It is the responsibility of the owner to insure that all properties conform to The 2015 International Property Maintenance Code as adopted by the City of Titusville.
2. All violations found during this inspection must be corrected within Thirty (30) days of inspection unless otherwise noted.
3. The rental inspection is a biennial renewal (every 2 years). It is the responsibility of the homeowner to renew the rental housing certificate every two (2) years. If the rental inspection expires, the rental will be considered a new rental with appropriate fees applying.
4. Once the Code Enforcement Office receives this application and fees you will be contacted by the inspector to schedule an inspection date. Inspections are only scheduled through the property owner or a property management company.

## **FEES:**

1. \$40.00 Standard Inspection Fee for 1 and 2 unit rentals per parcel
2. \$20.00 Per Unit Standard Inspection Fee for 3 or more units
3. \$100.00 for Rental License Fee
4. Re-Inspection Fee of \$25.00 per re-inspection.
5. Past Due 2 year renewal ADD \$100 to Rental License Fee
6. We accept Cash, Credit or Check payable to The City of Titusville

Applicants Signature \_\_\_\_\_ Date: \_\_\_\_\_ Total Cost: \_\_\_\_\_

Code Enforcement \_\_\_\_\_ Date: \_\_\_\_\_ Fee Paid \_\_\_\_\_